



**Make a difference to today's world.
Join WWF.**

WWF - Slovakia is seeking to recruit a dynamic and enthusiastic

**Expert Forest Projects Supervision
(full-time, based in Slovakia, WWF office)**

The Expert Forest Project Supervision implements and contributes to forestry activities of WWF in Slovakia. His role is to contribute to the WWF mission in general and to the WWF Slovakia's annual objectives through his specific work as project supervisor for one of the most impacting projects that are currently implemented by WWF Slovakia, aiming the forest management and forest certification introduction and alignment at national level.

The job position will be based in Bratislava and it will report with direct reporting line to WWF Slovakia Country coordinator and with functional reporting line to Regional Head of Forests & PA and Forest & Regional Projects Coordinator.

The Expert Forest Projects Supervision

Your duties will include:

- **IKEA project:**
 - ✓ Technical support and specialized expertise as part of the development process of the forest legislation framework
 - ✓ Promote and support integration of Responsible Forests Management Principles (RFMP) & FSC FM standard requirements (with a focus on High Conservation Value Forests Concept) into the legal framework in Slovakia
 - ✓ Promotion and gaining support for implantation of the FSC, including the establishment of a model /pilot areas (i.e. FSC certified Forest Management Units)
 - ✓ Build capacity for stakeholders to actively participate /engage in planning and decision making process of credible forest certification: design info and guideline materials, facilitate event presentations, deliver specialised trainings;
 - ✓ Built capacity of local stakeholders for proper implementation of FSC working procedures(develop an local guidelines on FSC Forest Management Standard requirements and generic indicators and conduct trainings and informative workshops)
 - ✓ Create and coordinate an operational platform for the development of the National High Conservation Value Forest Toolkit for Slovakia;
 - ✓ Ensuring adequate protection for old-growth forest in Slovakia;

- **Policy accountabilities:**
 - ✓ Support policy actions for improvement of the forest legislation framework (including EUTR), sustainable planning and advocacy for better addressing of EU funds and implementation of the NATURA 2000.



- ✓ In coordination with the WWF Slovakia Country Coordinator identifies and prioritises national and regional policy objectives in accordance with the WWF Slovakia and WWF DCP Strategic Plan, as well as work plans to effectively advocate for them.

Project accountabilities:

- ✓ Day to day coordination and leading of local component of the regional Ikea project, Mondi project and other WWF SK forest related projects and initiatives
- ✓ Contact person with relevant Forestry Sector representatives (Forest authorities, Forest administrators, Wood processing Companies, Certification Bodies, FSC, etc);
- ✓ Networking with the relevant national and international stakeholders - to achieve their acceptance and support for the initiative on the ground;
- ✓ Fundraising for the continuation and upscaling of the initiative – connectivity through forest management and forest certification at national level;
- ✓ Forest management and forest certification advisory;

Detailed operational tasks:

- ✓ Develop, in consultation with the project team, a work plan and a calendar for the project activities applicable for WWF DCP SK within the forest programme projects;
- ✓ Coordinate the implementation of project activities and monitor progress according to calendar, including periodic reporting (IKEA);
- ✓ Identify other possible partners / supporters for the projects;
- ✓ Promotion of WWF interests in forest external /national working groups and actively support policy actions towards WWF national interest;
- ✓ Organize and carry out meetings, workshops, working groups, public consultations and/or seminars focused on promotion of responsible forest management principles;
- ✓ Regular exchange with other regional teams' staff members (e.g. Policy, Danube/freshwater) to identify and realize synergies;
- ✓ Provide technical inputs for and actively support when possible individual and corporate fundraising and communications;
- ✓ Enhancement of promotion and dissemination of achievements and lessons learned related to forest issues;
- ✓ Coordinates the day to day work of Slovakian forest projects by being actively involved in conservation, communication and field development activities;
- ✓ Participates in the elaboration of a working plan and budget for the implementation of the existing and potential new forest projects/initiatives;
- ✓ Develops monthly and mid-year technical reports, that are submitted to regional forest team;
- ✓ Supervises the financial reports, as requested by the main project donors and based on the input coming from the Finance & Administration team in DCP;
- ✓ Actively participates in regular meetings of forest institutions and local organizations, being a direct and active part of all relevant working groups acting in forest policy or forest conservation at national level;
- ✓ Actively participates in regular meetings of the regional forest and conservation working group;
- ✓ Keeps constant contact with other similar projects in Slovakia for networking purposes and with the aim of upscaling the initiative at the national level;
- ✓ Constant contact with decision makers at national and international levels to achieve their support for the forest projects and initiative;
- ✓ Fundraising coordination – project proposals for the continuation of the forest local projects/initiative; exploring opportunities of direct fundraising;
- ✓ Strong and consistent policy and advocacy activity in front of main stakeholders, representations and negotiations in all main context supporting forest projects/ initiative in WWF Slovakia;



- ✓ Facilitates and supports the implementation and integration of policy activities by members of the WWF Slovakia team such as the participation in governmental working groups for the programming of funds or Monitoring Committees;
- ✓ Contribute to the activity of building up and maintaining a network of key stakeholders in Slovakia (national and regional governments & authorities, private business, relevant NGOs, individuals, others);
- ✓ Identifies necessary actions to secure and maintain strategic partnerships with relevant internal and external stakeholders;
- ✓ Stays updated on European and national legislation, in particular related to environmental financing, and relays relevant information to colleagues of the DCP office , when required by them;
- ✓ Contribution to the overall development of WWF DCP Slovakia office;
- ✓ Preparation, publication and dissemination of informational materials on the topic.

We expect from you:

- Adheres to the WWF mission, as well LIVES the WWF DCP's Values: People Empowerment, Trust, Impact Driven, Responsibility, Standards of Excellence.

Knowledge:

- University degree in Forestry or Natural Sciences (Biology, Ecology, Environmental Protection or related subjects).

Experience:

- At least 5 years of professional experience in Forestry sector, responsible forest management and/or forest protection. Experiences in strategic development of the FSC is an advantage.
- At least 3 years of experiences in project development, implementation and reporting, stakeholder engagement, and partner's involvement.
- Working experiences in non-governmental organization, especially international one, is an advantage.

Skills and Abilities:

- Ability to participate effectively in inter-disciplinary and virtual project teams, good management skills, ability to build and maintain effective working relationships with colleagues and external partners;
- Advanced knowledge in forest management, nature protection and ecology;
- Basic presentation and facilitating skills as well as an analytic ones for right decision making;
- Highly committed, passionate and motivated for nature conservation;
- Practical and proactive spirit;
- Basic experiences in GIS and computer skills in Microsoft Office (Microsoft Word, Excel, Outlook, PowerPoint) and Windows operating systems;
- Experiences in data processing, evaluation and management, and field mapping are an advantage;
- Excellent oral and written communications skills in English and Slovakian

If you are interested in joining the global WWF team, email your application documents including your CV and cover letter (in English) to **lapostu@wwfdcp.ro**. Application deadline: **14th of February 2017**. Please understand that we can only reply to short-listed candidates. For more information on the WWF, kindly check the website: <http://wwf.panda.org/>.